

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD AT 7.30 PM ON WEDNESDAY 5 SEPTEMBER 2018 AT THE FBC CENTRE, GORSE RIDE NORTH, FINCHAMPSTEAD RG40 4ES

PRESENT: Cllr Mrs C. Driver; Chair. Cllr S. Bowers, Vice Chair.
Cllrs Mrs B. Eytile, Mrs N. Jennings–Frisby, J. May, Mrs S. McDonald,
A. Pearce and G. Veitch.

Mrs Dagnall, Clerk.

327/2018 APOLOGIES FOR ABSENCE

All Committee Members were present.

328/2018 DECLARATIONS OF INTEREST

No declarations were received.

329/2018 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9 May 2018 were signed as a true record.

330/2018 MATTERS ARISING FROM THE MINUTES

182/2018 CALIFORNIA COUNTRY PARK

Improvements to the car park, access road and area adjacent to the café have been delayed while Wokingham Borough Council (WBC) put the work out to tender but work is expected to start again in October. Following this the café area itself will be improved and there are also plans in place to improve the play area.

The new boardwalk is due to be completed this week.

The second Greenway running from the Park to Nine Mile Ride is due to be completed this month.

182/2018 BARKHAM RIDE ROUNDABOUT

The roundabout is now being kept tidy but the beds are bare. As previously agreed the Clerk will be contacting the WBC Ward Councillors as all suggestions for improvements and offers of support from the Parish Council have been rejected and WBC is not maintaining the roundabout as it should. WBC has also refused permission for the installation of hanging baskets on the lamp columns around the roundabout.

186/2018 DEFIBRILLATORS

A new cabinet is now in place at the Memorial Hall and is operating correctly.

The Clerk will check that the South Central Ambulance Service has the correct contact details for all five defibrillators, namely the Clerk and Cllr Pearce.

190/2018 FORUM / ARCHIVE MATERIAL

Cllr Mrs Driver and the Assistant to the Clerk have sorted through some old records of Parish Council events and other information and some documents have now been deposited at the Berkshire Records Office. Other documents will be offered to the Finchampstead Society Archive.

Public Participation Session

No members of the public were present.

331/2018 INCOME & EXPENDITURE 2018/19

A report showing the current position with the Committee budget was circulated.

Additional commitments for asset refurbishment and tree planting were noted. The Allotment Association contribution to the car park extension is shown on a separate income line. The annual invoices for plot rent have been issued and are due to be paid this month.

332/2018 LITTER, WASTE AND RECYCLING MATTERS

Following discussion at the previous meeting the Finchampstead Park Management Committee was again asked if it would allow a bottle bank to be placed in its car park on a trial basis. The Committee refused the offer.

Several new 'Adopt a Street' volunteers have come forward recently.

The Litter Warden has been off since March 2018 and is still unable to work. The Warden has been advised that he will be welcome back when fit but in the interim the vacancy for a warden or wardens has been advertised. To date three people have expressed interest and this is being followed up by the Clerk.

It is likely that any new wardens will be employees of the Council therefore some additional work will be required in preparing a job description and contract and ensuring that all health and safety requirements are met. Additional employer costs in relation to the new employee(s) will be minimal.

333/2018 WAR MEMORIAL

The grass surrounds to the Memorial are not being well maintained but the grass is poor and due to the location it has been difficult to find a contractor willing to undertake the maintenance.

An alternative would be to lay appropriate paving to replace the grass. It was agreed that this would not be pursued.

The Clerk will continue to look for an alternative contractor for the site.

WBC had advised that it was undertaking a study of the junction during 2018/19 to identify the potential for improvement. However this has now been deferred for consideration for 2019/20. If a study does take place any major works recommended will be subject to consultation and funding and it may be many years before any work takes place at the junction. In the interim the Parish Council is liaising with WBC over short term safety improvements involving new signage.

334/2018 CALIFORNIA CROSSROADS

The tidy up session planned for 22 April 2018 was cancelled due to a lack of volunteers. The next tidy up session will take place on Sunday 7 October 2018 from 9.30am to 12noon, not on 23 September as provisionally planned.

Cllr Pearce and the Clerk will organise the event. The main tasks are likely to be staining the wooden posts, weeding and litter picking. It was agreed that the Clerk would ask the Handyman for a quotation to rub down and repaint the blue railings.

Information on Christmas decorations which could be installed on the lamp columns at the Crossroads over the festive period was circulated. It was agreed not to proceed with this

due to the cost and concerns over potential theft. It was also agreed that the Clerk would ask the hanging basket contractor if any decorations could be included in the winter baskets.

Christmas decorations for the crossroads were looked in to previously but this was not progressed due to the lack of suitable locations, issues with power supplies and land ownership and the lack of interest from the businesses. It was agreed that the future improvement scheme for the crossroads should include provision for Christmas decorations and this will be followed up by Cllrs Bromley and May, the Council's representatives on the Working Group.

335/2018 ALLOTMENT SITE

Site condition

The site is in very good order. The car park extension and new water points are being well used and are appreciated by the tenants.

The Allotment Association is in the process of moving the composting area to the south of the site to release further land for plots.

Some tree work is needed to the central belt – the Clerk has asked a contractor for a quote to do the works this winter.

Tenants and plots

There are currently 80 tenants including 12 non parish residents. One further person is looking at plots at the moment.

Two full plots and six half plots are currently vacant, including plots to be set out when the compost area has been relocated as noted above.

The annual invoices for plot rent have been sent to the Tenants and payment is due this month.

Lease arrangements

Cemex UK Ltd. has offered a 30 year lease at £1000 per year (previously £250), as negotiated at a meeting with Cemex UK representatives in December 2017. WBC has offered a 30 year lease at £1 per year (previously £708), and has also offered a separate agreement securing a right of access to the Cemex owned part of the site. The two draft leases are currently with the Parish Council's solicitor.

The West London Mental Health Trust has still not removed the remains of the Broadmoor siren tower. WBC is now in negotiation with the Trust over the lease in place for the tower and it is hoped this will result in the removal of the remaining part of the tower.

336/2018 CENTENARY OF THE END OF WORLD WAR I

Cllr Mrs Driver advised that arrangements in place for 11 November 2018 include the following.

- A concert with the Arborfield Military Wives Choir at 6pm at St. James' Church, including the playing of the Last Post. The concert will be streamed to the Church Centre if required. Cllr Mrs Driver is seeking appropriate readings to include in the concert - suggestions are welcome. There will be a retiring collection for the Choir.
- The beacon on the Church Tower will be lit at 7pm as part of the National 'Battle's Over' Tribute.

- The Church bells will be rung at 7.05pm, again as part of the National ‘Battle’s Over’ Tribute.
- Refreshments will be organised by the Church Social Committee and will be served in the Church Centre and outside the Church.

It was agreed that the Parish Council would make a donation of up to £500 towards the event, to include the fee for the Choir’s Director of Music.

Cllr Mrs Driver will be preparing a programme for the event and will work on a poster with the Assistant to the Clerk. The Parish Council will assist with promotion, local media will need to be informed, and the Queen’s Oak Public House.

The Clerk has ordered a commemorative tree for planting in the St. James’ Churchyard extension. A plaque will be installed. The tree and plaque will be funded by the Parish Council.

The Remembrance Day Service at the War Memorial will take place at 3pm on Sunday 11 November 2018 and there will be a parade to the Memorial from the Memorial Park. The Clerk will contact Cllr Weeks to check that arrangements are in place for traffic control for the event.

The World War I banners produced in 2014 as part of the Wokingham Remembers project are being used by Reverend Ramsbottom for a project with local schools in late September to early October. The banners will then be displayed in Wokingham Town Hall along with banners from other Parish and Town Councils, and will then be displayed in the St. James’ Church Centre over the Remembrance weekend.

337/2018 CORRESPONDENCE

There were no items to report.

338/2018 FORUM

- Cllr Bowers requested information on the new bus stops on Nine Mile Ride near the California Country Park entrance. These have been installed by WBC but responsibility will pass to the Parish Council in due course.
- Cllr Pearce advised that the Leopard 3 timetable has changed.

339/2018 DATE OF THE NEXT MEETING

The date of the next Committee meeting will be confirmed when the 2019 meeting schedule has been prepared.

These minutes are subject to confirmation at the next meeting of the Committee.

SUMMARY OF ACTIONS

MINUTE REFERENCE	ACTION	RESPONSIBLE PERSON(S)
330/2018	Contact WBC Ward Councillors regarding the Barkham Ride roundabout	Clerk
330/2018	Check that SCAS has correct contact details for all defibrillators	Clerk
332/2018	Litter Warden vacancy – follow up potential applicants and prepare employment documentation	Clerk

333/2018	Continue to look for alternative contractor for the War Memorial	Clerk
334/2018	California crossroads – seek quotation for painting the blue railings	Clerk
334/2018	California crossroads – make arrangements for the Tidy Up session on 7 October	Cllr Pearce / Clerk
334/2018	California crossroads – ask hanging basket contractor about Christmas decorations	Clerk
334/2018	California crossroads – ensure the plans for future improvement include provision for Christmas decorations.	Cllrs Bromley and May
335/2018	Allotment site management – various tasks	Clerk
336/2018	WW1 Centenary – send suggestions for readings to Cllr Mrs Driver	All / Cllr Mrs Driver
336/2018	WWI Centenary event – liaison with St .James’ Church and development of programme	Cllr Mrs Driver
336/2018	WWI Centenary event – develop poster	Cllr Mrs Driver / Assistant to the Clerk
336/2018	WWI Centenary event - promotion of event	Clerk/Assistant to the Clerk /Cllr Mrs Driver
336/2018	WWI Centenary – commemorative tree and plaque for Churchyard	Clerk
336/2018	Remembrance Day service at War Memorial – check that traffic control arrangements are in place	Clerk